FI$Cal

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GL008 Conversion Kickoff

2018 RELEASE DEPARTMENTS

Agenda Topics

- Purpose of the GL008 conversion
- What data is FI$Cal converting for you?
- How is FI$Cal converting the department’s data?
- Post GL Conversion: Common Accounting Entries
- Roles & Responsibilities – It’s a Collaboration
- 2018 GL Conversion Job Aid
- Questions

Purpose of the GL008 conversion

- The GL008 conversion includes the conversion of the CALSTARS General Ledger file which represents FI$Cal's Budgetary Legal Basis of Accounting.
- The FI$Cal Modified Accrual and Budgetary Legal ledger will match the CALSTARS General Ledger file where year end reports were generated and submitted to the SCO.
- FY 2017 FI$Cal beginning and ending Appropriation Budget will match the CALSTARS beginning and ending budget amount.
- Validation will take place to ensure Budgetary Legal Basis reports match year end reports submitted to SCO for FY 2017.
- Opening balances are established for departments for the Modified Accrual and Budgetary Legal ledger for Fiscal Year 2018.

What data is FI$Cal converting for you?

- Legacy UCM to FI$Cal Chart of Accounts (COA) values
- FY2018 Beginning Balance data from CALSTARS
- FY2017 Accrual data from CALSTARS

How is FI$Cal converting the department’s data for Modified Accrual Balances?

- Convert Modified Accrual entries to the Modified Accrual ledger using the GL008 file layout. Post to FY2017 Period 12 with Journal Source ‘CNV’.
- Convert Reverse Accrual entries to the Modified Accrual ledger using the GL008 file layout. Post to FY2018 Period 1 with Journal Source ‘GL8’.
- Upload Reverse Accrual entries using the Journal Spreadsheet upload to the Dept. Adjustment Ledger (Non-CALSTARS Only). Post to FY2018 Period 1 with Journal Source ‘GL8’.
- Build the Budgetary Legal Basis Ledger
- Build Full Accrual Ledger (Non-CALSTARS Only)
- Validate FI$Cal Reports 6 (Final Budget Report) and 8 (Post Closing Trial Balance)

Post GL Conversion: Common Accounting Entries

- Expenditure payments that were accruals in FY2017 must be entered via manual payment or as a journal entry (DR Expense and CR Pending Cash).
- Post the June PFA to July as it would have been part of reverse accruals.

Finance Roles & Responsibilities

- Create the FY2018 Beginning Balance data extract from CALSTARS
- Create the FY2017 Accrual data extract from CALSTARS
- Validate Chart of Accounts (COA) translation tables against CALSTARS extract files
- Assist in the analysis of any incorrect COA translation mappings
- Validate the results of the GL conversion before requesting departments to validate GL balances
- Assist departments in the validation of FI$Cal Reports 6 and 8

FI$Cal Roles & Responsibilities

- Prepare COA translation tool in production to translate UCM values to FI$Cal COA values based on COA workbook submitted during 2018D Release
- Load CALSTARS data extracts to production
- Analyze COA translation values that did not translate during the initial file upload and complete analysis
- Send results of analysis for department owned ChartField values to Finance/Department for further analysis
- Process required Beginning Balance and Reverse Accrual Journal Entries for prior year

FI$Cal Roles & Responsibilities - continued

- Complete initial validation of results using FI$Cal Reports 6 and 8
- Adjust budget amounts once financial amounts are validated
- Notify Finance the GL conversion is completed and ready for validation
- Assist departments in the validation of values as required by Finance
- Create and send necessary communications to departments after validation is performed by Finance
- Report weekly status to FI$Cal leadership and escalate issues as needed

Department Roles & Responsibilities

- Map department specific COA values to UCM as required by Finance
- Validate FI$Cal Reports 6 and 8
- Communicate validation issues to FI$Cal/Finance GL conversion teams
- Complete the post GL conversion entries as provided in the FI$Cal 2018 Department GL Conversion Job Aid
- Communicate that GL conversion validation and post conversion entries are completed to DOF/Finance

Note: 2018 Department Release Departments’ should use below version of Agency Recon Report for their monthly Reconciliation.

2018 GL Conversion Job Aid

1. Submit excel version of the DB1 reports (Finance CALSTARS)
2. Submit B06, 2017 Post Closing Trial Balance - G02 (Finance CALSTARS)
3. Confirm the General Ledger conversion has been completed and notify department (FI$Cal)
4. Validate 2017 Post Closing Trial Balance Report (Department)
5. Validate 2017 Post Closing Trial Balance Report. Validate against CALSTARS 2017 Post Closing Trial Balance Report (Department)
6. Validate 2017 Final Budget Report (Department)
7. Common Accounting Entries
    a. Accounts Receivable
    b. Accounts Payable
    c. Plan of Financial Adjustment (PFA)
    d. Office Revolving Fund (ORF) Balances

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Questions and Answers
FI$Cal Project Information:
http://www.fiscal.ca.gov/

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